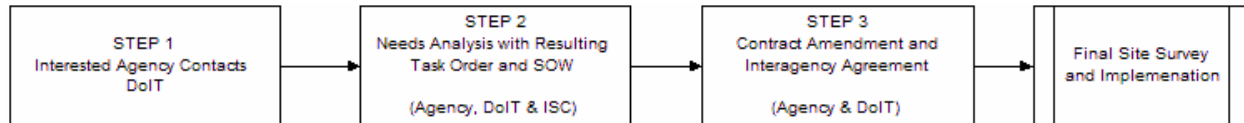




STEPS FOR JOINING IN THE CIGN CONTRACT

This document provides a high level overview of the steps to participate in the CIGN contract negotiated by DoIT as well as some of the activities you can expect to occur during those steps. Please contact DoIT for more detailed information.



STEP 1 INTERESTED AGENCY CONTACTS DoIT

Contact one of the following:

- Danny Parks, CIGN Project Manager at 303.866.4001 or Daniel.parks@state.co.us
- Mary Lou LaCouture, Telecommunications Manager and co-implementation manager, at 303.866.2511 or Marylou.lacouture@state.co.us

STEP 2 NEEDS ANALYSIS WITH RESULTING TASK ORDER AND STATEMENT OF WORK

DoIT will coordinate this step. Actions include the agency, DoIT and ISC (the vendor) working together on:

- Defining agency needs
- Developing an agency-specific Statement of Work
- Developing the agency-specific Task Order, including the Bill of Materials (BOM)
 - NOTE: BOM pricing is applied as follows
 - Year 1 of contract (ends May 2008): 50% discount off MSRP (+5% trade in)
 - Years 2 & 3 of contract: 45% discount off MSRP (+ 3% trade in)
 - Smartnet (Cisco) maintenance: 15% discount for 5 years
- Other discounts and pricing will be discussed
- Determining appropriate time for deployment

STEP 3 DEVELOP A CONTRACT AMENDMENT and INTERAGENCY AGREEMENT

DoIT Contracts prepares the vendor Contract Amendment and Task Order

Agency engages their contract group to work with DoIT to develop an Interagency Agreement that includes:

- Project definition, scope of work and roles and responsibilities
- Spells out payment requirements
 - Agency must make DoIT aware of any funding constraints, e.g. federal funding